



Escambia County Corrections Bureau
Road Prison Division
Medical SOG # 110
Single Cell Occupancy Report



Purpose: This SOG defines procedures related to single cell occupancy by inmates.

Procedure: The Medical Corrections Officer will complete a single cell occupancy report before an inmate is placed in confinement, or as soon as possible thereafter. The inmate's medical chart must be reviewed by the Medical Corrections Officer to see if there has been any history of suicidal threats or attempts in the past. If so the inmate is to be taken to main jail to see the mental health department for an evaluation.

After completion of the Single Cell Occupancy Report by the Medical Corrections Officer, the inmate shall read the report and acknowledge understanding this report. Then the inmate must sign the report. Once the inmate has signed the report, the Medical Corrections Officer, a supervisor and a witness are to sign in the appropriate areas on the report.

If the inmate refuses to sign the report, the inmate is placed in restraints and transported to the main jail to see the mental health department for evaluation.

The report is to be filed per the instructions found on the bottom of the report.